

NETTLEDEN WITH POTTEN END PARISH COUNCIL

**Annual Meeting of the Parish Council
held on Thursday 16th May 2019
In the Church Rooms, Potten End at 7.30pm**

MINUTES

Present: Cllr Burfot, Cllr Nelson, Cllr Spanswick, Cllr Westenholz Smith, Cllr Wright
Clerk: Katrina Bond
Also Present: Parish Warden Kevin Furness, Ward Cllr Terry Douris and 8 members of the public.

04/19/1 Election of Chairman and Vice Chairman to the Parish Council

1.1 Election of Chairman: Cllr Westenholz-Smith proposed that Cllr Burfot continue in the role of Chairman for another year. This was seconded by Cllr Wright and agreed unanimously.

1.2 Election of Vice-Chairman: Cllr Burfot proposed that Cllr Grimsdale and Cllr Westenholz-Smith continue in the role of Vice-Chairman for another year. This was agreed unanimously.

04/19/2 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Grimsdale.

04/19/3 Allocation of Councillors to Areas of Responsibility and Working Parties

Planning Working Party:	Cllr Westenholz-Smith, Cllr Spanswick
Open Spaces and Leisure Working Party:	Cllr Burfot, Cllr Spanswick, Cllr Wright
Finance and Administration Working Party:	Cllr Wright, Cllr Grimsdale, Cllr Nelson
Village Hall Trustee:	Cllr Grimsdale
Highways, Speeding and Traffic Working Party:	Cllr Wright, Cllr Nelson, Cllr Westenholz-Smith
Website Working Party:	Cllr Westenholz-Smith

04/19/4 DECLARATIONS OF INTEREST

There were no declarations of interest made.

04/19/5 MINUTES OF THE LAST MEETING (18th April 2019)

The minutes were taken as read and signed by the Chairman as being a true record.

04/19/6 PUBLIC PARTICIPATION

- 6.1 Planning:** Concerns were raised over recent planning proposals submitted for 5 Vicarage Road. Cllr Westenholz Smith offered to meet with residents to hear their concerns once new plans have been considered. The owner of the property gave a detailed description of her plans and Cllr Westenholz Smith assured the meeting that the Working Party would look into the application before submitting an unbiased opinion.
- 6.2 Little Heath Lane:** Cllr Douris confirmed that Highways engineers did not have a problem with the recent installation of kerbing and a ditch in this lane.
- 6.3 The Old Green:** A householder had installed a fence going around a tree on the Old Green which encroaches onto the Old Green. The Clerk will follow up on the objection to this fence.
- 6.4 Overgrown Hedges:** A hedge is causing an obstruction of the pavement along Hempstead Lane. Cllr Douris agreed to investigate this matter. The Parish Council will also contact Clayton Rae about overgrown hedges on Kiln Path.
- 6.5 Parish Plan:** A resident questioned whether the Parish Council would consider a Parish Plan. It was confirmed that this will be considered by the Parish Council at a future meeting.
- 6.6 Allotments:** Cllr Westenholz Smith updated the meeting on the current situation regarding the proposed increase in annual rent.

04/19/7 REPORTS

- 7.1 Parish Warden Report:** The sign on the football goal has been replaced after coming down for a second time. A new signpost at Pouchen End Lane has been installed but no sign has been installed. Litter picking has also taken place.
- 7.2 National Trust Report:** Mrs Bramham gave an update on National Trust activities at Ashridge.

04/19/8 REPORT AND UPDATE FROM THE TRAFFIC AND HIGHWAYS WORKING PARTY

- 8.1 Traffic and Volume Survey:** Cllr Douris had forwarded the results of this survey and these had been circulated to the Working Party. Results of this survey will be analysed by Highways Officers and the results forwarded to the Parish Council in due course.
- 8.2 SID:** A site visit has been arranged for the Parish Council and Highways Officers to approve an optimum position for a new SID. Cllr Nelson and Cllr Westenholz Smith will attend this site visit.
- 8.4 Items on Verges outside Householders:** Cllr Douris had forwarded Highways guidance on these items and this has been forwarded to the Working Party for their consideration.

04/19/9 REPORT AND UPDATE FROM THE FINANCE AND ADMINISTRATION WORKING PARTY

9.1 Approval of Accounts to be Paid:

National Allotment Society (Annual Membership)	£66.00
K Furness (PW duties w/e 5.4.19-w/e26.4.19)	£448.00
DCVS (Clerk's Salary & Payroll Fees to 3.5.19)	£105.62

9.2 Proposal to consider a donation towards the installation of windows to the Village Hall: Cllr Wright proposed that the Parish Council make a donation of £1000 towards this project. This was seconded by Cllr Spanswick and agreed unanimously.

9.3 Proposal to approve finance to advertise the current vacancy for a Parish Clerk: It was proposed that the vacancy be advertised in the School newsletter. Cllr Westenholz-Smith agreed to forward details to Jean Sudbury. Cllr Burfot proposed that an advert be placed in the Gazette at a fee of £99. This was agreed.

04/19/10 REPORT AND UPDATE FROM THE PLANNING WORKING PARTY

4/01050/19	Greenways 59 Hempstead Lane	Demolish conservatory & porch. Construct Construct single storey rear ext and first Floor balcony	PC no obj
4/00160/19	Thimbles Rambling Way	Demolish existing bungalow & construct new dwelling with attached garage	PC no obj
4/01102/19 4/01095/19	5 Vicarage Road	Garage conversion and 2 storey rear ext	tba
4/01134/19	Pipers Cottage Nettleden Road	Works to Trees	tba
4/01129/19	Winchwicks Frithsden Copse	Installation of Broadband electronic communications apparatus	tba

10.1 The Barn, Nettleden Road: A detailed objection was submitted to Dacorum Borough Council as it was felt that a precedent would be set if this planning application was approved.

04/19/11 REPORT AND UPDATE FROM THE OPEN SPACES WORKING PARTY

11.1 Dog Fouling: It has been noted that fouling has regularly occurred along Vicarage Road towards the School.

11.2 Allotment Fence: The Working Party will hold a site visit to view the necessary repairs and this will be reported back to the Working Party.

11.3 Football Holiday Club: Permission was sought for a half term holiday camp. This was approved.

11.4 Village Green: An ice cream van parked briefly on the Spencer Holland Recreation Ground. It then went to the Village Green where the funfair is taking place. It was also noted that the Borough Council bin collecting vans drive over the Village Green to empty bins. The Clerk will contact the Green Clean Team to ask them not to do this in future.

03/19/12 TIME AND DATE OF NEXT MEETING

12.1 Date of Next Meeting: Thursday 20th June 2019 at 7.30pm.

There being no further business the meeting was closed at 8.40pm.

Signed.....
(Chairman)

Date.....

DRAFT